

Minutes of a Regular Meeting
of the Altoona Housing Authority
held on October 9, 2019

The regular meeting of the Board of Directors of the Altoona Housing Authority was called to order by the Chairperson, Mrs. Robin Beck, at 8:30 a.m. on Wednesday, October 9, 2019, in the Boardroom at 2700 Pleasant Valley Boulevard.

Board Members in attendance: Mr. Scott Brown, Mr. Chris Kirwin, Mr. Mitch Cooper, and Mrs. Robin Beck. Mr. Howard Ermin was absent.

Legal representation: Attorney Terressa E. George, Esq. was present.

Staff members in attendance: Mrs. Cheryl Johns, Mr. Jim Stephens and Mrs. Kim Palmer.

Other individuals in attendance: Mr. Bill Kibler, *Altoona Mirror*.

Public Commentary

There was no public commentary.

Executive Session

The Board convened for Executive Session at 8:30 a.m. to discuss potential litigation. Executive Session concluded at 8:55 a.m. and the meeting proceeded.

Minutes of Previous Meeting

The minutes for a regular meeting held on August 14, 2019, were presented.

Mr. Brown moved for approval, Mr. Cooper seconded, all approved.

Review of Financial Reports

Mrs. Johns stated that there is nothing out of the ordinary regarding the financial reports.

Mr. Brown stated that he liked the new format of the financial reports. Mrs. Johns stated that Ms. Nancy Gibboney, Comptroller, does a really good job.

Mrs. Johns stated that HUD conducted a financial monitoring review on August 30, 2019. She stated that she provided the Board with a copy of the letter from HUD regarding said review. She added that the review went very well and that there were no findings. Mrs. Johns stated that she had everything ready that was requested by Mr. Paul Miller, HUD Financial Analyst. She added that she does not expect another financial review for about another ten (10) years.

Mr. Kirwin made a motion to approve the financial reports, Mr. Brown seconded, all approved.

Resolutions

Approval and Adoption of Resolution 19-31 – This Resolution approves a formal revision to the Capitalization Policy regarding an increase in non-expendable items from \$500 to \$1,000 effective immediately.

Mrs. Johns stated that the current Capitalization Policy was adopted in 2005. She stated that she talked to Mr. Paul Miller, HUD Financial Analyst, when he was doing the financial monitoring review regarding increasing the amount of non-expendable items in the Capitalization Policy. She stated that Mr. Miller felt that an increase was appropriate.

Mr. Cooper moved for approval, Mr. Brown seconded, all approved.

Approval and Adoption of Resolution 19-32 – This Resolution authorizes the termination of a contract with Improved Dwellings for Altoona, Inc. regarding Chateau of Altoona, Inc.

Mrs. Johns stated that she received a phone call from Ms. Shelley Peterson, Executive Director of Improved Dwellings for Altoona, Inc.(IDA), in regard to a contract that the Housing Authority entered into with IDA back in 1981 regarding the rehabilitation of Walnut Place. She stated that the contract was for a period of 30 years, which has since expired, and the mortgage satisfied. She added that IDA's attorney suggested that the Housing Authority do a formal resolution removing the Housing Authority from any further involvement with Chateau. Mrs. Johns stated that the Housing Authority has not had anything to do with Chateau in years.

Mr. Brown moved for approval, Mr. Cooper seconded, all approved.

Solicitor's Report

Attorney George was in attendance and discussed activities that the law firm has been working on.

Staff Reports

Mrs. Johns stated that she would be happy to answer any questions that the Board may have regarding her report.

Mrs. Johns stated that the annual landlord workshop will be held on Friday, November 1, 2019. She stated that she included the Agenda for said workshop in the board packet.

Mrs. Johns stated that there are a lot of construction projects going on right now.

Mrs. Johns stated that after a few phone calls to HUD about approval of the Agency Plan which was submitted to HUD in April, she finally received a letter from HUD approving the Plan. She stated that no revisions were necessary. She added that she gave each board member a copy of said letter.

Mrs. Johns stated that the Housing Authority is celebrating its 70th Year Anniversary this week by having a celebration event at each development with refreshments and acknowledging the resident who has resided the longest at each development. She stated that the week will end with a ceremony at the Admin Office on Friday afternoon, October 11, 2019, with staff, local government officials and board members in attendance. She added that a dinner for staff and board members is being held Friday evening at the Allegro. Mrs. Johns stated that a committee comprised of staff members worked together to commemorate the 70th Anniversary and that the staff did a remarkable job.

Mr. Kirwin commented about the 11 companies in attendance for the HVAC upgrades at the Admin Office. He stated that it was good to see a lot of interest in the project.

Committee Reports

The Personnel Committee is scheduled to meet immediately following the October board meeting to discuss personnel issues and health care rates.

No meetings have been held for the Finance Committee or the Property/Maintenance Committee.

New Business

Mr. Kirwin mentioned that he has heard nothing but good comments in regard to the landlord workshop. He added that the Agenda has impressive speakers scheduled for the workshop.

Old Business

There was no old business.

Media Questions/Comments

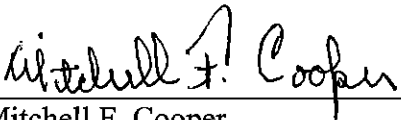
Mr. Bill Kibler, *Altoona Mirror*, was in attendance. He asked about the Little Free Library, Executive Session, the Section 3 Policy and the article in the board packet, "HUD proposes new disparate impact regulations".

Adjournment

There being no further business to come before the Authority, Mr. Brown made a motion to adjourn, Mr. Cooper seconded, all approved. The regular meeting was adjourned at 9:20 a.m.

The next regular meeting will be held at 8:30 a.m. on Wednesday, November 13, 2019, in the Boardroom at 2700 Pleasant Valley Boulevard.

Secretary,



Mitchell F. Cooper